



The Village of Biscayne Park

640 NE 114th St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

DATE: July 14, 2017

TO: Mayor and Commissioners

FROM: Krishan Manners, Village Manager

RE: Village Update

Mayor and Commissioners:

I just wanted to take a moment to give you updates on what we are working on in the Village. Some of it is more visible, other parts internal, so an update is due.

- **CAFR:** Per the commission's direction, an RFP is being prepared for a new audit firm to perform the 2016 CAFR. We continue to communicate with and have relayed projected timelines with the State.
- **FINANCE:** All known payables are up to date and all received funds deposited. Payroll is up to date as well. Regarding improving our banking service returns: We have received a proposal from Florida Community Bank which includes: (1) refinance the \$350,000 note at a better interest rate, saving the Village approx. \$37,000 over the life of the loan, (2) a significantly higher interest rate on our bank accounts - currently annually return of \$348 verses \$10, 650 from FCB. At the direction of the commission, we are in the process of requesting proposals from other banks.
- **PUBLIC WORKS:** Public Works staff completed routine village maintenance this week, including mowing medians, Village Hall and the Rec Center. Other issues included: a potentially dangerous tree limb on 120th Street was removed; low hanging limbs around 8th Ave., 8th Court & 10th Ave. were trimmed; and the landscaping around Village Entry signs was pruned. Weather permitting, work should begin next week on garbage enclosures at Village Hall and the Rec Center.
- **PARKS & REC:** An employment offer was extended to Issa Thornell to become the Parks & Rec Manager and he accepted. He will start July 31, 2017. Repairs to the eaves of the rec center were scheduled to begin on Monday, July 3, 2017 but the contractor was delayed due to weather issues on other projects. The contractor assured me that work will begin on Monday, July 17, 2017. Painting will begin once the repairs are completed.



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- **POLICE:** A concerted effort has been made to step up traffic enforcement (speeding, rolling stops, etc.). Chief Wollschlager presented the statistics from this month at the July 11, 2017 Regular Commission Meeting. There was a significant increase in patrolling and enforcement. The enforcement these past six months has yielded more tickets than in all of last year and several arrests of narcotics and traffic related violations. We will be working to place his PowerPoint and summary on the website for the residents to review along with important safety tips.
- **CODE COMPLIANCE:** Code Officer Pinero issued forty-eight (48) administrative citations and eighty-three (83) courtesy notices for the month of June. We are focusing our efforts on: (1) cleaning up old code cases that have not been closed out or addressed, (2) organizing files, and (3) streamlining the administrative backend of the code processes. In order to streamline our internal processes and assure we are following best practices in code compliance, I met with Skip Margerum, who has over 30 years' experience in code compliance and teaches several FACE certification classes. He is providing us assistance in evaluating our current processes and next month will be sharing his experience and best practices with the Code Compliance Board and Code Officer.
- **BUILDING DEPT.:** Sal Annese, our Building Official of many years, recently informed us that he is retiring. Richard Annese, who had been filling in for Sal the past few weeks while he was on vacation, will continue and serve as our Interim Building Official. Currently we contract out the majority of our building inspection services to CAP and separately contract a building official. After discussing our building department requirements the commissioners and understanding the Village's needs and fiscal staffing limitations, I am exploring our best options to consolidate services and assure we have the expertise needed to deliver high quality building services of our community. I am working expeditiously to prepare a detailed and appropriate RFP.
- **ADMINISTRATION:** First, the Mayor and I have been working with Commissioner Heyman regarding our road repaving needs. Commissioner Heyman is working with her Public Works budget to confirm if funds are available to repave 117th and 119th streets. Second, as part of streamlining our administrative processes, I have requested and received a proposal for software that will allow us to scan all of the street files and search them electronically. Finally, the Clerk and I met with a representative of Nationwide Financial to discuss offering an additional Deferred Compensation 457(b) Plan to employees at no cost to the Village.

Wishing you all a great weekend!